

**MINNESOTA BOARD OF MEDICAL PRACTICE  
BOARD MEETING  
2829 UNIVERSITY AVE. SE  
MINNEAPOLIS, MN 55414-3246**

**JULY 12, 2008**

The Minnesota Board of Medical Practice met on its regularly scheduled meeting date, July 12, 2008, at its offices in Minneapolis, Minnesota.

The following Board members were present for both Public and Executive Sessions, unless otherwise indicated: Carl Smith, M.D., President, Linda Van Etta, M.D., President, Rebecca Hafner-Fogarty, M.D., MBA, Vice President, Allen Rasmussen, Secretary, Robert Brown, Ph.D., Bradley Johnson, M.D., Kelli Johnson, Ernest Lampe, II, M.D., James Langland, M.D., Tammy McGee, James Mona, D.O., and Gregory Snyder, M.D.

**PUBLIC SESSION**

Roll call was recorded by Robert Leach, Executive Director.

The first agenda item, Strategic Planning, was led by Dr. Steven V. Manderscheid. Dr. Manderscheid has led the board's Strategic Planning Committee Meeting since it began in 2006. .

Dr. Manderscheid reviewed the progress made to date.

- Developed a vision statement;
- Clarified the board's mission;
- Identified a list of core values;
- Developed the SWOT matrix;
- Reached consensus on four key focus areas; and
- Developed several strategic goals under each key focus area.

Dr. Manderscheid reiterated the agreed upon Vision, "Minnesota Board of Medical Practice will be recognized as a national leader in public protection, trusted by the public and its licensees, to promote higher standards of medical practice through innovation, communication, and service."

Dr. Manderscheid read the agreed upon Mission, "The mission of the Minnesota Board of Medical Practice is to protect the public's health and safety by assuring that persons who practice as physicians, physician assistants, respiratory therapists, athletic trainers, acupuncturists, and lay midwives are competent, ethical practitioners with the necessary knowledge and skills appropriate to their title and role."

Because the legislature recently passed to add naturopaths to the board's responsibility, board members asked that they be added to the board's Mission Statement.

Dr. Brad Johnson asked what national leader means in the under Vision. Dr. Manderscheid parked that question and might be discussed later if there is time, if not it could be included a general discussion item for the next time the board meets.

Dr. Manderscheid reviewed the agreed upon Values:

- Trust/Integrity;
- Respect;
- Fairness;
- Timeliness;
- Transparency; and
- Competence.

Dr. Manderscheid reviewed the four Key focus areas:

- Ongoing improvement technology of ALIMIS;
- Board development;
- Review relevant statutes and educate the legislature;
- Enhance communication with internal and external stakeholders.

Under the Key Focus Area, Technology, the board decided:

- The Policy and Planning Committee will do a yearly formal review of the board's website with the Executive Director and the board's IT specialist and then forward the Committee's report to the board at the end of the first quarter each year.
- At the first meeting of the Policy and Planning Committee, with board staff, discuss feedback sessions for the public and licensees on the board's website.
- Continue to work toward web-based delivered board materials. This should be completed by Quarter four.
- The Board's closing letter would be discussed later in the board meeting and a copy of the completed closing letter would be distributed to board members for their review prior to the discussion.

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Under the Key Focus Area, Board Development, the board decided:

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- Staff will document a new board member orientation process or checklist and present it to the board for review at the November meeting, fourth quarter.
- New board members will visit one meeting each of the standing board committees.
- New board members will be informed of the role, activities, and opportunities of the Federation of State Medical Boards.

- Conduct a yearly discussion on the Federation of State Medical Boards during the November board meeting, quarter 4, committee membership opportunities, and survey board members for candidates for committees and or officers.
- Minimum of yearly presentation from the Attorney Generals Office on legal issues at the September greater Minnesota board meeting.
- Every board member will receive an agenda for the Planning and Policy and Licensure Committee and any ad hoc committees or task force committees.
- Executive Director will do a yearly presentation every fourth quarter on the progress of the strategic planning goals and what has been accomplished.
- Required annual performance review in the fourth quarter of the executive director by the board president. The board president will develop the process and may choose to include additional individuals into that review. A general report of the review to be shared with the board in Executive Session portion of the board meeting.

Mr. Leach stated that because the Policy and Planning Committee will be losing two committee members in January, the Committee needs two more members and requested volunteers. The membership would be in addition to the board members other committee appointment. Mr. Allen Rasmussen and Dr. Gregory Snyder volunteered to be the on Policy and Planning Committee.

Under the Key Focus Area, the Medical Practice Act/Legislative Relations, the board decided:

- Annual review, in quarter three, by the Policy and Planning Committee of the Medical Practice Act.
- Executive Director to forward legislative updates from the Administrative Services Unit to board members whenever they are received.
- Executive Director and Chair of the Policy and Planning Committee, by quarter three, to formulate the following with specific dates:
  - A list of individuals willing to meet with legislators;
  - Have a board member meet every new freshmen legislator; and
  - Have board members meet voluntarily with legislators.
- Have staff prepare a congratulatory letter to be signed by their constituent board member(s) and staff to new legislators. If the new legislator has no constituent board member, the Executive Director and Board Chair will sign the letter.

Under the Key Focus Area, the Enhance Communication with Internal/External Stake Holders, the board decided:

- Executive Director to develop and disseminate a monthly executive report and summary.

- Executive Director to bring the current communication plan for external stakeholders to the September Greater Minnesota Out-state board meeting, quarter three, for board review.
- Executive Director to develop a survey form for licensees who have completed corrective action and discipline and bring it to the Combined Complaint Review Committee meeting that will be held in the end of summer where they can vet it.
- .Executive Director to revise the Designated Board Member Form.
- Policy and Planning Committee to do an annual review of the strategic planning progress and then determine how the board will proceed in the following year and bring the plan to the full board.
- Continue discussion with board staff, the Attorney General's Office and the other health licensing boards regarding the board's opening letter. After this process is completed, the opening letter will be forwarded to the Policy and Planning Committee for their review and suggested amendments and then presented to the full board for approval. Status report should be made to the board at the January board meeting, first quarter. .
- .Executive Director to develop a method for soliciting feedback from complainants on the process. This could include a random survey to be sent to complainants.

The board took 30 minute break.

The minutes of the May 10, 2008, Board meeting were received and approved as circulated.

On recommendation of the Licensure Committee, physician applicants 1 – 283 of the agenda were approved for licensure subject to the receipt of verification documents.

On recommendation of the Licensure Committee, physician applicants 284 - 288 of the agenda were approved for Emeritus registration.

On recommendation of the Acupuncture Advisory Council, acupuncturist applicants 289 - 295 of the agenda were approved for licensure subject to the receipt of verification documents.

On recommendation of the Athletic Trainer Advisory Council, athletic trainer applicants 296 - 307 of the agenda were approved for registration subject to the receipt of verification documents.

On recommendation of the Physician Assistant Advisory Council, physician assistant applicants 308 - 338 of the agenda were approved for registration subject to the receipt of verification documents.

On recommendation of the Respiratory Care Practitioner Advisory Council, respiratory care practitioner applicants 339 - 360 were approved for registration subject to the receipt of verification documents.

The minutes of the June 16, 2008, meeting of the Licensure Committee were received and approved as circulated.

Dr. Hafner-Fogarty informed the board that the physician assistant who the Center Care had designed a re-entry program for quit the program after three days. Dr. Hafner-Fogarty stated that the University of Minnesota is now working on developing programs to facilitate re-entry.

Dr. Hafner-Fogarty made a motion that the board considers adding questions on the licensure renewal form that directly address whether or not licensees are in clinical practice. Motion seconded.

Dr. Hafner-Fogarty stated that this is an area of concern for the Licensure Committee because they don't have a method of tracking physicians who maintain a license and who are not engaged in clinical practice.

Dr. Van Etta suggested that this be included with the Maintenance of Licensure Taskforce Committee's Pilot Project which will hopefully be funded by the Federation of State Medical Boards to help design a survey to obtain the data. Dr. Van Etta stated that they have not heard back from the Federation of State Medical Boards yet. Dr. Hafner-Fogarty felt that this would be a snapshot in a point in time and would prefer to add questions to the renew application and participate in the Pilot Project of the Maintenance of Licensure Taskforce Committee.

After board discussion, Dr. Hafner-Fogarty made a motion that a questionnaire regarding physician practice which will be included with the renewal application be developed by staff, Dr. Robert Brown, and the Attorney General's Office. Motion passed unanimously.

A motion was made and passed unanimously to appoint Tori Christiaansen, M.D., as the physician member to the Physician Assistant Advisory Council. Dr. Christiaansen replaces Chris Pensinger, MD, whose term expired in January, 2008.

For information only, Mr. Leach informed the board of the Public Citizen's 2007 Ranking of State Medical Boards. Mr. Leach stated that the Public Citizen Organization annually rates State Medical Boards by the number of disciplinary actions they have taken the previous year per 1000 physicians.

Mr. Leach informed the board that State's Administrative Service Unit went through the state bidding process and was unable to secure a hotel in Detroit Lakes that met all of the board's criteria for the September 13, 2008, Greater Minnesota Board meeting. After board discussion, a motion was made and passed unanimously to hold the September 13, 2008, Board meeting at Cragun's Resort and Hotel in Brainerd.

The board reviewed the new closing letter that had been distributed during the break.

After board discussion Dr. Hafner-Fogarty made a motion to approve the closing letter. Motion passed unanimously.

End of Public Session.

## **EXECUTIVE SESSION**

The following Board members were present for both Public and Executive Sessions, unless otherwise indicated: Carl Smith, M.D., President, Linda Van Etta, M.D., President, Rebecca Hafner-Fogarty, M.D., MBA, Vice President, Allen Rasmussen, Secretary, Robert Brown, Ph.D., Bradley Johnson, M.D., Kelli Johnson, Ernest Lampe, II, M.D., James Langland, M.D., Tammy McGee, James Mona, D.O., and Gregory Snyder, M.D.

### **JOHN A. BEALL, MD**

On recommendation of the Complaint Review Committee, the Stipulation and Order for indefinite suspension signed by Dr. Beall was approved.

### **WILLIAM L. CHRISTIAN, MD**

On recommendation of the Complaint Review Committee, the license of Dr. Christian was reinstated.

### **GARY L. HAGGERTY, RCP**

On recommendation of the Complaint Review Committee, the registration of Mr. Haggerty was reinstated.

### **NANCY A. SANDEEN, RCP**

On recommendation of the Licensure Committee, the registration of Ms. Sandeen was reinstated.

### **WILLIAM D. TURCOTTE, DO**

On recommendation of the Complaint Review Committee, the license of Dr. Turcotte was reinstated.

### **BRIAN D. WOOTON, DO**

On recommendation of the Complaint Review Committee, the license of Dr. Wooton was reinstated.

There being no further business, the meeting was adjourned.



Allen Rasmussen  
Secretary  
MN Board of Medical Practice

September 2, 2008  
Date